

## **SECTION C**

### **STATEMENT OF WORK**

#### **PREPARATION OF AN ENVIRONMENTAL IMPACT STATEMENT FOR AREA IV OF THE SANTA SUSANA FIELD LABORATORY AND ENVIRONMENTAL MEDIA SAMPLING AND ANALYSIS**

#### **STATEMENT OF WORK**

### **1.0 INTRODUCTION**

- 1.1 This is a Cost Plus Fixed Fee Task Order issued under the DOE Environmental Management Nationwide Indefinite Delivery Indefinite Quantity (IDIQ) contracts, Contract Line Item (CLIN) 001. The purpose of the task order is for the contractor to provide environmental remediation services including the preparation of regulatory documentation associated with environmental remediation, i.e., an Environmental Impact Statement (EIS) and Area IV sampling and analysis. These efforts will be utilized in order to evaluate the potential environmental impacts associated with environmental restoration and waste management activities for remediation of DOE impacted areas within Area IV and associated closure of the Energy Technology Engineering Center (ETEC). The EIS will specifically focus on environmental restoration activities for Area IV, including soil and groundwater remediation, and the decontamination and decommissioning or dismantlement of Government buildings and structures. The facilities that are to be included in the EIS include all Area IV DOE owned radiological facilities, sodium facilities, and administrative facilities. The EIS contractor will be required to review all existing environmental data, previous sampling and analysis methodologies, and develop and determine the necessary new information that must be gathered to most effectively determine the nature and extent of potential contamination both within Area IV and adjacent to Area IV. This "gap analysis" will be critical to the EIS and will be interactively shared with the regulatory agencies, the stakeholders, and other interested parties. Sampling and Analysis will be in conformance with Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) standards.

- 1.2 The EIS shall be prepared in accordance with the Council of Environmental Quality's National Environmental Policy Act (NEPA) Implementing Regulations and the DOE NEPA Implementing Procedures. The Contractor shall be intimately familiar with Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), Resource Conservation and Recovery Act (RCRA) and California Environmental Quality Act (CEQA) requirements. Understanding of these regulatory areas is critical to the success of proper evaluation of the Area IV remediation alternatives.
- 1.3 An Advanced Notice of Intent (ANOI) will be published in the Federal Register announcing DOE's intent to prepare an EIS. This process will begin initial public involvement activities, and actively involve all parties in the design of the process for public and regulatory involvement in the EIS. The Notice of Intent will be published in early calendar year 2008 and will announce the public scoping meetings and interactions to hear issues to be considered in the scope of an EIS for the remediation of Area IV.
- 1.4 The Santa Susana Field Laboratory (SSFL) is located atop a range of hills between the Simi and San Fernando Valleys, north of Los Angeles in Ventura County, California. The SSFL is owned and operated by The Boeing Company. The SSFL is divided into four administrative areas—Area I, Area II, Area III and Area IV. A 42 acre portion of Area I and all of Area II (404 acres), are owned by the Federal Government administered by the National Aeronautics and Space Administration (NASA) and operated by The Boeing Company. Areas I and III are operated and mostly owned by The Boeing Company. Areas I and III total 785 acres. The Boeing Company also owns a contiguous buffer zone of 1143 acres to the south and a contiguous buffer zone of 182 acres to the north. The westernmost 290 acres of the site, known as Area IV, and is owned and operated by The Boeing Company for DOE. Area IV was used primarily for research and component testing in nuclear, solar and geothermal energy development. The Energy Technology Engineering Center (ETEC) occupies about 90 acres within Area IV with various buildings being owned by the DOE. ETEC presently includes buildings which house test apparatus for large scale heat transfer and fluid mechanics experiments, mechanical and chemical test facilities, office buildings, and auxiliary support facilities. ETEC is surplus to the DOE's current mission and is undergoing closure. The site had numerous facilities, including some where chemical and radioactive substances were used. Contamination may exist in structures and the physical media including soils, surface and groundwater.

- 1.5 DOE issued an Environmental Assessment (EA) (DOE/EA-1345), Environmental Assessment for Cleanup and Closure of Energy Technology Engineering Center in 2003. The Department of Energy issued a Finding of No Significant Impact (FONSI) that determined that DOE would implement its preferred alternative of cleaning up radiological facilities and surrounding soils to a 15 millirem exposure per year standard plus As Low As Reasonably Achievable (ALARA). DOE determined that implementation of this alternative would be fully protective of future users of the site and did not significantly affect the quality of the human health or the environment within the meaning of NEPA. DOE decided not to prepare an EIS.
- 1.6 On May 2, 2007, the U.S. District Court for the Northern District of California (*Natural Resources Council et al. v. DOE et al.*) directed DOE to complete an EIS and Record of Decision for Area IV of SSFL, and "permanently enjoined the DOE from transferring ownership or possession, or otherwise relinquishing control over, any portion of Area IV until the DOE completed the EIS and issued a Record of Decision." In addition, the Court Order required the DOE to consider the following:
- The effects of possible contamination by other non-radiological toxic or otherwise hazardous materials
  - Address multiple exposures, i.e., chemical and radiological, as well as exposure to multiple radio nuclides
  - The suitability of the site for future residential use; and,
  - Possible radiological contamination of groundwater.

## 2.0 BACKGROUND

- 2.1 NEPA is the basic national charter for the protection of the environment. It establishes policy, sets goals, and specifies the process for carrying out the policy. In part, NEPA states that all Federal agencies shall "utilize a systematic, interdisciplinary approach which will insure the integrated use of the natural and social sciences and the environmental design arts in planning and in decision making which may have an impact on man's environment." NEPA, at section 102(2)(C), requires Federal agencies to include in every recommendation or report on proposals for legislation and other major Federal actions significantly affecting the quality of the human environment, a detailed statement known as an EIS on: "(i) The environmental impact of the proposed action, (ii) Any adverse environmental effects which cannot be avoided should the proposal be implemented, (iii) Alternatives to the proposed action, (iv) The relationship between local short-term uses of man's environment and the maintenance and enhancement of long-term productivity, and (v) Any irreversible and irretrievable commitments of

resources which would be involved in the proposed action should it be implemented.”

- 2.2 The Council on Environmental Quality's (CEQ's) NEPA implementing regulations, at 40 CFR §§1500-1508, are binding on all Federal agencies, and establish the minimum general requirements that assure NEPA compliance. These CEQ regulations establish a multistage process that describes how the agency is to analyze and describe to the public and the decision maker any significant environmental impacts that could result from carrying out a proposed action.
- 2.3 DOE has adopted additional binding agency-specific NEPA regulations that describe in greater detail how the agency will implement the requirements in the CEQ regulations. DOE's implementing regulations are published at 10 CFR § 1021.
- 2.4 The CEQ regulations at 40 CFR § 1502.10 provide a format for an EIS: (a) cover sheet, (b) summary, (c) table of contents, (d) purpose of and need for action, (e) alternatives, including the proposed action (sections 102(2)(C)(iii) and 102(2)(E) of NEPA), (f) affected environment, (g) environmental consequences (especially sections 102(2)(C) (i), (ii) (iv), and (v) of NEPA), (h) list of preparers, (l) list of agencies, organizations, and persons to whom copies of the EIS are sent, (j) index, (k) appendices (if any). The Contractor shall use this format in preparation of the Area IV EIS.
- 2.5 The sections of the Area IV EIS that describe the “purpose and need for agency action” will be written by DOE with support from the EIS Contractor. The proposed actions and range of alternatives to the proposed actions may change during document preparation as the result of further consideration, public comment, or external developments. The purpose of the EIS will have a specific objective. The need will either eliminate a broader underlying problem or take advantage of opportunities to effectively remediate Area IV. All other portions of the EIS as prepared by the Contractor are subject to independent review and verification of data and analyses by DOE and may need to be changed/modified accordingly.
- 2.6 EIS preparation requires an interdisciplinary approach that integrates use of the natural, physical, and social sciences and the environmental design arts. The preparers' disciplines must be appropriate to the identified scope and issues. For the Area IV EIS, the expertise needed in the NEPA document preparation team would include but is not limited to: waste treatment, management, and disposal; nuclear physics, radiation safety, health physics, various fields of engineering, surface and groundwater hydrology and water quality, geology and seismicity, air quality and meteorology, radioactive and chemical contaminant

transport, traffic and transportation safety, terrestrial and aquatic ecology, radioecology, land use management, endangered species biology, soil science, wetland management, water resource planning, paleontology, archaeology and cultural resources, utility and infrastructure design, occupational and public health and safety, noise, socioeconomics, visual resources, recreation, landscape architecture, environmental justice, modeling, statistical analysis, and risk assessment, including analysis of accidents and intentional destructive acts. The Contractor shall know the requirements for environmental review under the CEQA. The Contractor shall prepare the Area IV EIS and provide feedback to DOE on how the Area IV EIS is either consistent or differs from what an Area IV Environmental Impact Report (EIR) would require under CEQA requirements.

- 2.7 The EIS is being prepared for Area IV of the SSFL pursuant to an order from the United States District Court of the Northern District of California. The DOE recognizes the need to prepare an EIS and fully endorses a thorough evaluation of all reasonable alternatives. DOE is pursuing an EIS as an optimal step in the process of successfully remediating Area IV. The EIS must include evaluation of a full range of reasonable alternatives and include analysis of any potential hazardous and radiological contamination. In addition, the EIS must evaluate previous actions undertaken in Area IV and any residual impact. The site also has significant interest from the general public, Federal and State regulatory agencies, and stakeholder groups. The EIS will be subject to rigorous review by each of the before-mentioned groups.

### **3.0 SCOPE**

- 3.1 The objective of the SOW is to provide environmental remediation services, i.e. the preparation of an EIS for Area IV of the SSFL pursuant to Council on Environmental Quality regulations (40 CFR Part 1500-1509) and DOE NEPA implementing procedures (10 CFR Part 1021). In addition, the contractor will be required to perform a Gap Analysis to determine any additional environmental sampling and analysis (if any) that may be necessary for a complete Area IV EIS alternative analysis to be performed. The Contractor shall be required to evaluate any possible contaminants of concern, including both radiological and hazardous substances. The Contractor shall also submit to DOE, as part of the gap analysis, a summary of any additional data (if any) necessary to perform an Environmental Impact Report (EIR) pursuant to California Environmental Quality Act (CEQA) requirements. The Contractor will be required to identify the data gaps and physically gather whatever additional environmental data that is necessary to perform the Area IV EIS. The Contractor shall provide a summary report

defining all the data that they gathered in support of the Gap Analysis. The Contractor will provide this report to the DOE prior to performing their detailed analysis of alternatives in support of the PDEIS.

- 3.2 This Statement of Work also outlines the tasks necessary to conduct environmental sampling to support a thorough and compliant EIS alternative analysis. The environmental sampling and analysis could cover any of the following media: water and sediment, soil, rock, air, biota and other environmental media.
- 3.3 The EIS will describe the remediation alternatives for Area IV based on the impacts to the environment, workers and the public. Action alternatives that meet the purpose and need for remediation and closure will also be described and analyzed for their environmental consequences. Environmental effects analyses will be conducted in the following areas: surface water and groundwater contamination and hydrology, soil contamination and geology, airborne contamination, ecological resources (endangered species and wetlands), waste management, transportation, socioeconomic, environmental justice, cultural and paleontological resources, and facility decontamination and decommissioning. Cumulative impacts will be analyzed to determine significance and effect on the environment. Measures which will avoid or mitigate potentially significant environmental impacts will be described.
- 3.4 The Contractor needs to integrate the EIR values, as stated in CEQA, into the Area IV EIS if regulatory negotiations lead to this conclusion. If it is determined during stakeholder involvement that an integrated EIS/EIR is the proposed path then the Contractor shall be responsible for performing this function.
- 3.5 The Contractor shall furnish all labor, materials, equipment, facilities, transportation, and incidentals necessary to perform in accordance with this statement of work.

#### **4.0 APPLICABLE DOCUMENTS**

The Contractor shall adhere to the statutes, regulations, and guidance per Section J, Attachment 1. If relevant, the DOE will provide the Contractor with applicable NEPA internal scoping procedures, public participation plan(s) and quality assurance plan(s), existing site policies and procedures and other regulatory and guidance documents.

## **5.0 TECHNICAL REQUIREMENTS**

- 5.1 The Contractor shall submit to the Contracting Officer a disclosure statement as required by 40 CFR Section 1506.5 (c) before beginning work on the AREA IV EIS. If the Contractor decides that the appearance of a conflict of interest is possible or that a conflict exists, the Contractor shall describe the circumstances or conditions that create the conflict or appearance of conflict, and any mitigating measures the Contractor intends to implement to resolve the conflict or the appearance of a conflict. If the Contracting Officer determines that no mitigation will adequately address the conflict, the Contractor will not be assigned the task.
- 5.2 The Contractor shall comply with DOE and site owner safeguards and security requirements to obtain entry to DOE facilities and site facilities. The Contractor shall comply with DOE and site owner environment, safety, and health requirements.
- 5.3 The Contractor shall provide its own office space.
- 5.4 The Contractor shall use Microsoft Office for the preparation of all deliverable documents. The Contractor can use various types of models in support of preparation of the EIS. The Contractor shall provide all model input and output data to DOE.
- 5.5 The Contractor one month following contract execution shall prepare a Project Execution Plan consisting of: cost and schedule baseline, risk management, performance measurement, earned value management, baseline change control, resource loaded schedule with a work breakdown structure.
- 5.6 The Contractor shall implement a formal change control process and prepare a cost report that identifies the cost of a draft EIS and the basis of the cost estimates. Each revision of the cost report will be submitted to DOE for review so that the incremental costs of changes and corrections may be tracked. The basis of the cost estimates should include such categories as approach, cost assumptions, cost elements, direct labor, fringe benefits, direct costs, overhead, travel, general and administration, purchased equipment, purchased material, subcontracts, cost of facilities capital, inflation factor, etc.

- 5.7 The Contractor shall participate in a minimum one day meeting to be held either in the Government's office or in the vicinity of the SSFL site within 30 days of the Notice to Proceed (NTP). DOE will be required to have all Government furnished information to the Contractor no later than 20 days following NTP. This meeting will be with various stakeholders including Federal and State agencies (possibly Cooperating Agencies). The Contractor must be prepared to actively participate in the meeting and lead a discussion of the total time frame for the preparation of the EIS as well as the time frame related to any pre-scoping or scoping process.
- 5.8 The Contractor shall develop and implement a stakeholder involvement plan. The plan will include stakeholder/ public involvement opportunities including public meetings, focus group meetings, newspaper notices, and news releases/support. The Contractor shall prepare a draft plan utilizing information gathered by both the Contractor and DOE as part of the Pre-Scoping process. The Contractor shall prepare the draft plan and provide to the DOE. The DOE will share this plan with all stakeholders and discuss contents with all interested parties prior to this plan being approved by the DOE. Any Government comments will be incorporated into the final plan.
- 5.9 In developing the plan, the contractor will identify all interested stakeholders for inclusion in mailing lists and will assure that adequate cross-sections of the public are represented including interested citizens and environmental organizations, any affected low income minority populations, affected local, State and Federal agencies, and any other agencies with expertise concerning the environmental impacts to be addressed in the EIS.
- 5.10 The plan will address the timing of mail distributions and public notices. The latter will be issued at least two weeks prior to the scheduled public scoping meeting(s) and concurrent with filing of the Draft Environmental Impact Statement (DEIS) and Final Environmental Impact Statement (FEIS), respectively and at other times as deemed appropriate to announce public involvement activities. Notices will be published in the non-legal section of the newspaper(s) with copies sent to parties on the mailing lists. The DEIS newspaper notice will include both the notice of availability of the DEIS and the schedule and location(s) for the DEIS public meeting(s). The FEIS notice will notify the public of the availability of the FEIS. Notices will be drafted by the Contractor and submitted to the Government for approval prior to their release to the media. Draft news releases will be submitted in time to accommodate processing by the Government for publication in the news media (minimum 30 days prior to scheduled meetings or release of NEPA document). Development or support of the development of a



minimum of 4 news releases will be part of the Contractor's scope. This will include: one prior to the scoping meeting(s); one concurrent with filing of the DEIS and prior to its public meeting(s); one concurrent with filing the FEIS; and one concurrent with the Record of Decision].

- 5.11 The Contractor shall identify a professional public affairs specialist to support the Area IV EIS. The stakeholder involvement plan will establish the appropriate format for each public meeting and any focused group meetings. There will be numerous stakeholder/public meetings in support of the preparation of the pre-scoping process, scoping process, screening phase, DEIS preparation, FEIS and ROD. All stakeholder/public meetings will be held near the location of the EIS site. The location will be convenient for the attendance of the affected public. In order to comply with Executive Order 12898 regarding environmental justice concerns, the stakeholder/public participation plan will incorporate means to include potentially affected minority and low income populations within the public involvement program. Public notices will be bi-lingual, if necessary to support a large population of non-English speaking residents. The plan will also incorporate public participation and notice requirements that apply to the presence of specific environmental resources or conditions, such as those required by the executive orders on flood plain management and wetland protection. All public documents, notices, and meetings will be concise, understandable and readily accessible to the public.
- 5.12 The Contractor shall prepare and update when necessary the active stakeholder/public mailing list, including all interested of affected agencies, interested parties, various news media and public libraries throughout the area of environmental impact, and individuals commenting during any phases of the EIS process. The stakeholder/public mailing list will be used for all phases of the EIS process from pre-scoping to the ROD. The mailing list(s) will be edited periodically to include those individuals responding to the scoping requests, part of the focused groups, other correspondents, and those individuals attending the public meetings; and delete those requesting removal from the list, changes in addresses, and undeliverable addresses. Electronic versions of the mailing lists or printed labels will be provided to the Government upon request. The Contractor shall also establish and staff a toll-free telephone line (if required) as part of the stakeholder involvement process.

- 5.13 The Contractor shall be responsible for preparing and publishing the Notice of Scoping Meeting(s) or other public meetings in newspaper(s) of general circulation within the affected area(s). The notices will be published in these newspapers approximately 14 days and 7 days prior to the scheduled meetings. The Contractor shall provide the draft notices for Government review at least 14 days prior to the proposed publication date. A copy of the public notice meeting will be mailed by the Contractor to the entire mailing list for receipt approximately two weeks prior to the scheduled meetings. In addition, the Contractor shall prepare a Summary Scoping Document (less than 15 pages) for purposes of the formal scoping meetings with the public.
- 5.14 The Contractor shall be responsible for making arrangements for the DOE approved date, and time of each meeting or hearing; provide publicity, setup, registration for attendees, security, handouts, copy and distribution, audio, visual and computer support, language translator, and takedown support; assist in preparing written instructions for hearing officials, including opening and closing statements, if necessary; assist with preparing presentation materials; and provide timely distribution of transcripts and written comments to public reading rooms and interested parties.
- 5.15 The Contractor, in consultation with the Government, shall provide all logistic support (including leasing of a meeting room and obtaining the services of a court reporter and conduct the public scoping meeting(s) to gain input from the public concerning the scope of issues and level of analysis to be considered in the EIS. The DOE will work closely with the Contractor when determining locations of the meetings and hearings and the Contractor shall make all the arrangements for the facilities.
- 5.16 The Contractor shall prepare in addition to meeting transcripts, a log of each comment of the results of agency and public scoping coordination. The report will include a spreadsheet or other tabular format for compiling and sorting public/stakeholder comments obtained at all of the scoping meetings. This will also include any comments received via email, regular mail or by phone. Upon compilation, the Contractor shall prepare draft responses for DOE approval.
- 5.17 The Contractor shall, in consultation with the Government, support focus group meetings, regulatory progress review meetings, and working group meetings. The Contractor is expected to have in attendance members of the EIS team to adequately address and answer any questions. In general the Contractor shall be required to assist in conference calls, support, development and providing of presentations, providing summary of action items, and related tasks as necessary. The Contractor should plan on a minimum of fifteen (15)

formal public meetings. In addition, the Contractor should plan to support approximately once per week meetings such as support focus group meetings, regulatory progress review meetings, and working group meetings.

- 5.18 The Contractor shall develop and continue to update the bibliography, with data sources and reports noted. The updated bibliography will be incorporated into the DEIS. The bibliography will be limited to reference used in the EIS.
- 5.19 Prior to beginning substantive analytical evaluations towards development of the PDEIS, the Contractor should become familiar with Area IV. Specifically, the Contractor will be required to review all existing environmental data for all the environmental media associated with Area IV of the SSFL. In close contact and consultation with the DOE and regulatory/cooperating agencies, the Contractor will develop a Gap Analysis for the Area IV EIS. The review and approval process associated with this deliverable will require the contractor to meet with stakeholders for initial input and to fully understand any review comments made. This Gap Analysis will identify any remaining environmental data that is necessary for an alternative evaluation to be performed under NEPA CEQ requirements.
- 5.20 The Contractor shall coordinate with DOE on acceptable levels of data analysis and on assumptions, analytical methods, and models. The Contractor is requested to identify areas of concern, develop a conceptual site model and identify data gaps. The Contractor shall utilize all available environmental data when analyzing impacts of the proposed action and each of the alternative actions in the EIS. This may include, but not be limited to: conducting literature searches; modeling; preparing graphs, maps charts and tables; calculations; interpreting samples; interviewing experts; and documenting such research, analyses, or use of professional judgment in the absence of preexisting information. The Contractor shall be expected to utilize the information/data that will be generated as part of the screening phase and data generated from the Gap Analysis effort. The collected information will be included in the administrative record. The Contractor shall also evaluate if any additional characterization data would be necessary in order to complete an Area IV EIR. The Contractor shall provide this information in writing to the DOE as part of the Gap Analysis.

5.21 Project Work Plan Development. The Contractor shall prepare a project Work Plan for the Sampling and Analysis work in this SOW. The draft Work Plan (20 copies) shall be submitted for review by DOE and cooperating agencies. The Contractor shall resolve all review comments in a written response before field work is initiated. The Work Plan shall include a detailed description of the proposed implementation activities; a time schedule for those actions; and personnel and equipment requirements. This Work Plan shall also include the following:

- Sampling and Analysis Plan (SAP)
- Quality Assurance Project Plan (QAPP)
- Health and Safety Plan (HSP)

The Contractor needs to integrate this effort with the current site procedures that exist at SSFL for this type of work.

5.22 Sampling and Analysis Plan (SAP). The Contractor shall develop a SAP consisting of a detailed description of the Contractor's approach to, and the technical rationale for the environmental data sampling and analysis. At a minimum the SAP shall include:

- Identification of Contractor personnel and lower-tier personnel responsible for implementing the environmental sampling.
- Identification of all required equipment, materials and supplies for completion of the sampling and analysis.
- Plans and Data Quality Objectives for all sampling procedures to be undertaken, including plans and objectives for any site preparation activities.
- The methods of sample acquisition, preparation and analysis.
- References to all appropriate State and Federal regulations for completing the sampling and analysis effort.

#### 5.22.1 Split Sampling

The Contractor, coordinating with EPA and State personnel, shall collect split samples: (soil, water, waste, sediment, etc.). Using a State-certified and EPA approved laboratory, the sampling activities shall be in conformance with State and EPA, Region IX Field and Sampling Protocols. The contractor shall be responsible for obtaining and submitting blanks and spikes. The contractor shall ensure that split samples shall not exceed holding times, established by the State or EPA, and shall ensure that there will not

be any weekend deliveries to the laboratory. State and/or EPA may overview the contractor in the field.

5.23 Quality Assurance Project Plan (QAPP). The Contractor shall develop a QAPP containing data management and field/laboratory quality assurance procedures, including, as a minimum:

- Project Description
- Project organization and Responsibilities
- Quality Assurance Objectives for Measurement
- Sampling Procedures
- Sample Custody
- Calibration Procedures
- Analytical Procedures
- Data Reduction, Validation and Reporting
- Internal Quality Control
- Performance and Systems Audits
- Preventive Maintenance
- Data Assessment Procedures
- Corrective Actions
- Quality Assurance Reports

5.24 Health and Safety Plan (HSP). The Contractor shall develop a project HSP that will address general requirements to ensure safe working conditions during sampling and analysis and other environmental data collection activities. The components of this plan shall include the following, supplemented by pertinent site specific requirements:

- Requirements for personal protective clothing and equipment.
- A detailed description of safety monitoring equipment and the analytical accuracy it provides.
- Procedures for communication with various emergency response organizations such as police, fire department and hospital, as well as other stakeholders.
- A contingency plan for responding to unexpected releases of contaminants from the site.

- Decontamination procedures for personnel and equipment.

The project HSP shall provide for the designation of an Environmental Safety and Health Manager and a Radiological Controls Manager and alternates to be responsible for enforcement of the program. These responsibilities will ensure compliance with both radiological and chemical hazards.

References, such as American National Standards Institute Standard z88.2-1980, American National Standard Practices for Respiratory Protection; National Institute of Occupational Safety and Health Publication No. 8114, Personal Protection Equipment for Hazardous Materials Incidents; and 51 FR45654, December 19, 1986, 29 CFR Pt. 1910.120, Hazardous Waste Operations and Emergency Response: Interim Final Rule, Department of Labor, OSHA, shall be consulted in the preparation of this plan.

## 5.25 Field Work

5.25.1 SSFL Site Procedures. The Contractor shall work closely with DOE with respect to access to the SSFL. The Contractor can adopt the Boeing Site radiological procedures and other applicable procedures in order to perform the field sampling and analysis work. The DOE will make available these procedures prior to the issuance of the NTP. The DOE will work with the Contractor to establish the necessary arrangements for Contractor access to the SSFL site in order for implementation of the work as defined in this SOW.

5.25.2 Utility Clearances and Permits. The Contractor shall be responsible for obtaining the appropriate digging permits from the site and shall be responsible for coordinating all utility clearances with the property owner. The Contractor shall take all reasonable precautions to protect persons and property near the work site, and shall restore the site to its original state when the field work is complete.

5.25.3 Groundwater Sampling. Groundwater shall be analyzed for those contaminants as identified in the Gap Analysis. The quantity of samples will be based on data from the Gap Analysis and actual field observations. The lab used by the contractor is required to be an EPA approved lab.

5.25.4 Drilling Equipment. Drill rig, drilling pipe (augers and pipe), work surfaces, and all other associated equipment shall be free of contamination before entering site. The drill rig, drilling pipe

(augers and pipe), work surfaces, and vehicle wheels shall be steam-cleaned using a high temperature, high pressure steam cleaner before entering the work site. The drill rig and all associated equipment shall be decontaminated before leaving the site. Any other vehicle and/or equipment which come into contact with contaminated soils shall be decontaminated. All decontamination procedures shall follow the Project Work Plan. All liquids generated during decontamination procedures shall be collected and disposed of in accordance with Federal and State regulations.

5.25.5 Soil/Sediment Sampling. Soil, sediment and rock shall be analyzed for those contaminants as identified in the Gap Analysis. The quantity of samples will be based on the Contractor review of existing data and comments that will be provided by the various stakeholders. The EIS Contractor shall provide a complete evaluation of data needs and a recommendation to DOE on what gaps are present. This information will provide the basis for the Gap Analysis.

5.25.6 Other Environmental Media. Biota and any other environmental media have the potential to be analyzed as part of the Gap Analysis. The quantity of this type of sampling will be based on the Contractor evaluation of existing data. The EIS Contractor shall provide a complete evaluation if any additional environmental media requires characterization. This information will be provided in the Gap Analysis.

5.25.7 Transportation/Disposal. The Contractor shall specify the equipment, personnel, material, and/or subcontractors for transportation/disposal of any sampling efforts waste material (investigatory derived waste). The Contractor shall identify any RCRA or radiological waste material. The Contractor shall identify and perform any additional testing necessary to ensure compliance with disposal requirements. Transportation/disposal of waste material will meet all applicable Federal and State laws and regulations. Transport of all wastes shall be by a transporter registered with the State of California to transport hazardous wastes. When shipping and/or transporting DOE materials, the shipping papers shall be executed by the Contractor on behalf of the DOE. For the shipping papers, the Contractor shall insert the words, "On behalf of the U.S. Department of Energy" on the signature line and "U.S. Department of Energy in care of (the Contractor's Name)" in the

shipper/generator's name and mailing address section. A return manifest, signed by the company accepting custody of the waste, shall be sent to the DOE Contacting Officer for this effort.

- 5.26 The Contractor shall support the DOE in gathering and assembling into a concise and descriptive statement the proposed activities to be addressed in the EIS. Information will be formatted for inclusion as the Description of Proposed Actions and Alternatives section of the EIS. The narrative shall identify all the relevant data and activities necessary to describe the proposed actions and alternatives.
- 5.27 The Contractor shall prepare a PDEIS for all of Area IV in accordance with the following requirements:
- Implementation of Baseline Environmental Conditions. The Contractor will use environmental reports and data furnished by the DOE and prepare narratives documenting baseline environmental and socio-economic conditions. The Contractor shall assemble and review existing data describing the environmental resources of the study area. The Contractor will also utilize the most recent data generated as part of their most recent sampling and analysis efforts. The Contractor will visit Area IV of SSFL and adjacent areas in order to gather data. The information assembled must be sufficient to (1) assess the environmental, historic, economic and social values that will be affected, either beneficially or adversely, by the proposed actions and alternatives and (2) demonstrate compliance with related environmental requirements, and (3) evaluate proposed actions and all connected actions (40 CFR 1508.25). Connected Actions are independent parts of a larger action and depend on the larger action for their justification.
  - The EIS Contractor utilizing their review of existing data and consultation with DOE and the regulators will develop a Gap Analysis. The Contractor shall coordinate with the DOE to determine the validity of data to be incorporated into the PDEIS.
  - Preparation of Preliminary Draft EIS (PDEIS). Using information describing the proposed actions and alternatives, baseline environmental information, scoping information, and information gathered as part of planned additional characterization efforts; the Contractor shall address the impacts anticipated from the proposed action and its



alternatives. The PDEIS will be prepared in conformance with both the CEQ regulations and DOE Order 451.1B.

- **Analysis.** The Contractor is responsible for identifying, documenting, and analyzing relevant conditions, issues, and effects associated with the proposed action and alternatives. This document should be structured so as to include only the data to perform the analysis. The Contractor is required to use all data available and relevant to perform their alternative evaluations. Alternatives that fulfill the purpose of the project and need shall be evaluated in detail. A robust range of alternatives will include options for avoiding significant environmental impacts. The PDEIS should provide a clear discussion of the reasons for elimination of any alternative.
- **Format of the PDEIS.** The format to be used is the one specified in the CEQ regulations. The text shall be error free, complete, clear, concise, and grammatically correct. The main text of the report shall be written in a manner suitable for reading by persons not professionally trained for the technical subject discussed. Acronyms shall be used only on a limited basis. Any acronyms used shall be defined on first use and included in a list of acronyms page.
- **Submittal No.1 of PDEIS.** The Contractor shall submit the PDEIS to the Government for review and comment. The Government will use this step as part of the cooperating agencies/regulators request for review of draft documents.
- **Preliminary Draft EIS Review Meeting.** After the PDEIS has been submitted to the Government and cooperating agencies/regulators for review, the Government will furnish comments to the Contractor. A meeting between the Contractor, the Government and the cooperating agencies/regulatory agencies will be held at the Government offices. The meeting will discuss the comments and resolve any problems or questions that may arise. The meeting will also discuss the Notice of Availability (NOA) that will be required to announce the availability of the DEIS to the public and the upcoming public meeting. The Contractor's Project Manager, and any other key personnel that the Government deems necessary, will attend this PDEIS review meeting.
- **Submittal No. 2 of PDEIS.** The Contractor shall incorporate all comments into a revised PDEIS for further Government and cooperating agency/regulatory agency review and approval.

The Contractor shall distribute 20 copies of PDEIS Submittal No. 2 to the Government for review and approval.

- 5.28 Following the review and acceptance of the PDEIS by the Government, the Contractor shall proceed with the preparation of the DEIS document.
- The front cover of the DEIS (and FEIS) shall contain the title of the document, the DOE name, date of official release (month and year), and the name of the Contractor who prepared the document.
  - Upon approval of the DEIS by the DOE, the Contractor shall provide an electronic file in Microsoft Office and 50 printed copies. The Contractor shall provide mailing labels for public distribution of the DEIS. The Contractor shall be responsible for reproduction and distribution of the DEIS to the public.
- 5.29 The Contractor shall prepare a draft and final Notice of Availability (NOA) of the DEIS for Government approval. The locally published NOA should also give the location and the date and time of the public meeting(s) for receiving comments on the DEIS. After consulting with the Government, the Contractor shall prepare and advertise the NOA in the non-legal section of the local newspaper or newspapers as per defined in the public participation plan. The Contractor shall also prepare a draft news release for Government approval. The draft NOA and [news release] will be timed for publication concurrent with the filing of the DEIS, at least 30 days prior to the date of the public meeting(s). The Contractor shall distribute the NOA to the entire mailing list approximately 30 days prior to the scheduled meeting(s).
- 5.30 The Contractor, in consultation with the Government, shall schedule, provide all logistic support, and conduct the public meeting(s) for DEIS review. The public meeting should be held no earlier than 30 days after the NOA appears in the Federal Register. The Contractor shall follow the agreed upon schedule and processes as will be defined in the stakeholder involvement plan that will be in place as part of this effort. The details of how the public meetings will be structured will be defined in the stakeholder involvement plan. Contractor shall provide a court reporter to transcribe each meeting and prepare a summary report for each public meeting, with a hard copy of the transcript attached, for Government review.

5.31 The Contractor shall prepare the DEIS and PFEIS in accordance with the CEQ regulations and this task will include the following:

- Responses to Public Comments on DEIS. The Contractor, in coordination with the Government and the cooperating agencies, shall prepare responses to public comments on the DEIS and provide the comments and drafted responses to the Government for review and comment. Responses to comments may also include additional tables, graphics or additional data for review and incorporation into the text or appendices of the FEIS as well as corrected text from the DEIS. The Contractor shall coordinate with the Government on the method to be used for comment/response, identifying major comments and any conflicting comments. A one-day progress review meeting will be held at the Government's office to coordinate responses to comments. All responses will be subject to approval by the Government prior to finalization for inclusion in the PFEIS.
- Preliminary FEIS (PFEIS). The Contractor shall incorporate the approved revisions and responses to comments into a PFEIS. Twenty (20) copies of the PFEIS and one electronic version will be submitted to the Government, and additional copies will be provided to regulatory/cooperating agencies for review and approval. Additional agency comments will be incorporated into the PFEIS, as directed by the DOE.
- PFEIS Administrative Review. The Contractor shall prepare a full version PFEIS for Government review and approval. The PFEIS should show the contents, page layout, paper quality, cover quality, print quality, tables, graphics, photographs, and related appearance criteria. The PFEIS format will be the same as for the PDEIS outlined above. The use of high quality graphics, photos, and other illustrative materials is required. Twenty (20) copies of any required revisions to the PFEIS will be furnished to the Government for final review and approval. If necessary, a PFEIS administrative review meeting will be held to resolve any open issues.
- Submittal No.2 of the PFEIS. The Contractor shall include all comments into the revised PFEIS for further DOE and regulatory agency/cooperating agency review. Following DOE review and acceptance, the Contractor shall proceed with the FEIS.

- 5.32 The Contractor shall provide the following support for preparation, filing, and notice of the FEIS
- Draft NOA for FEIS. The Contractor shall perform the same tasks for the publication and distribution of the NOA for the FEIS as it did for the NOA for the DEIS Publication of the NOA.
  - Printing, Mailing and Filing FEIS. The Contractor shall provide two printed copies (plus additional copies for mailing), and an electronic copy of the FEIS to the Government. The Contractor shall also provide printed mailing labels for distribution of the FEIS. The Contractor shall be responsible for reproduction and distribution of the FEIS to the public. The DOE will file the FEIS with EPA. The waiting period for the FEIS, during which review and comments may be made, shall be 30 calendar days after EPA's NOA appears in the Federal Register.
  - Responses to FEIS Comments. Any comments received on the FEIS shall be addressed by the Contractor, in draft and final letter format, after coordination with the DOE and, if necessary, any affected cooperating agency. All responses must be approved by the Government. A final response to comments document shall be prepared and provided to the DOE. The Contractor shall provide 50 copies and an electronic copy of the Final Response to Comments document when they provide the FEIS.
  - The Contractor, if determined by DOE, may schedule, provide all logistic support, and conduct the public meeting(s) for FEIS review. If a public meeting is held, meeting transcripts will be required.
- 5.33 The Contractor shall prepare a preliminary draft and final draft ROD as well as its NOA for publication locally. The Contractor's responsibilities for the publication and distribution of this NOA shall be the same as for the NOA for the FEIS. The DOE will be responsible for the publication of its notice of availability in the Federal Register.

- 5.34 The Contractor shall prepare and assemble the Administrative Record (AR) and furnish it to the Government after the ROD is signed. The AR is the entirety of the information relied upon to prepare the EIS. The AR is inclusive of all information and analyses either generated or obtained from other sources, or used to support documentation and analyses. A complete AR is the entirety of the information relied upon within the Contractor's possession plus all information in other locations listed in the references. Information listed in the references at other locations does not have to be included. The Contractor shall organize the information composing the Administrative Record as an accessible file, indexed by topic to the extent possible, and submit this record to the Government. The AR File for the EIS is the property of the Government. The DOE may direct the Contractor to transfer the AR file to DOE at any time during the EIS preparation process and the Contractor shall comply within five days of notification.
- 5.35 The Contractor, with Government assistance, shall develop a specific milestone schedule to complete the EIS process for this action. The detailed project schedule will be presented by the Contractor within 10 days following the "kickoff" meeting, indicating the critical path(s) of the efforts required to complete the EIS as outlined in the tasks described above. The Government will approve the schedule or recommend changes within 10 working days of receipt. The project schedule shall reflect the completion of the FEIS document by August 31, 2010. This includes the Draft Final Record of Decision (ROD) and deliverables 18, 19, and 20 from Section J - Attachment B Deliverables. In addition, the Contractor shall assume a 30-day DOE processing period for issuance of the Final ROD into the Federal Register. This schedule will be used by the Contractor to manage work on the EIS and by the Government to monitor the progress of work on a monthly basis. The schedule will also include specific dates that demonstrate when milestones will be met. A copy of the schedule, with any revisions or updates, and status of the project milestones will be presented in the monthly progress reports.
- 5.36 The Contractor shall be required to prepare and submit brief monthly progress reports on the status of the EIS to the Government's Contracting Officer. The monthly reports shall contain accurate, up-to-date accounts of all major work accomplishments and outstanding issues. The report will include a list of remaining milestones to be accomplished. Completion of work will be documented in these progress reports. The first monthly progress report will be due one month after notice to proceed is given to the Contractor. Subsequent monthly progress reports will be due by the 15<sup>th</sup> of each month.

- 5.37 The Government reserves the right to request unscheduled meetings with the Contractor to review and discuss the progress and to discuss any problems or concerns that may arise. The Contractor may also request meetings with the Government. Dates and locations for these meetings shall be mutually agreed upon as necessary. It is anticipated that an estimated six (6) unscheduled meetings will need to be attended by the Contractor's project manager, and would involve travel to the Government's office or a similar distance for meeting with cooperating agencies or other organizations.

## **6.0 EIS ANALYSIS REQUIREMENTS**

- 6.1 The Contractor shall use existing data (plus the additional sampling and analysis they will be gathering) to complete the EIS. The DOE will furnish the Contractor historical project related information for the proposed action and its alternatives. The Contractor shall use the information/data to assist the DOE in preparation of the Description of the Proposed Actions and Alternatives. The Contractor shall assemble and review existing data describing the environmental resources, environmental conditions, historic and archeological properties, economy, and social structures of the areas to be potentially impacted. The Contractor shall use existing information from Governmental agencies to the maximum extent possible. The information assembled must be sufficient to assess the environmental, historic, economic, and social values that will be affected, either beneficially or adversely, by the proposed actions and alternatives. Throughout this process, pertinent data gaps ( if any) that have a bearing on the analyses shall be reported to the Government immediately upon identification.
- 6.2 To establish the data for the PDEIS, the following services are required at a minimum:
- 6.2.1 Materials. The Contractor shall obtain materials including existing aerial photos, maps, documents, reports and correspondence, and lists of contacts.
- 6.2.2 Agency Communications. The Contractor shall work with the Government on establishing communications with all activities or agencies that will be expected to either participate in this EIS process or be consulted about it.

- 6.2.3 Site Visits/Field Surveys. The Contractor shall conduct visits to the potentially impacted local areas, with a multi-disciplinary team, to become knowledgeable about the proposed action and its alternatives, obtain information, conduct interviews, and analyze impacts. Field surveys will be limited to gathering existing data required to complete analyses of project impacts. The Contractor shall identify any data deficiencies that could require additional field research. These data deficiencies are what will make up the Gap Analysis.
- 6.2.4 Economic Impact Analyses. The Contractor shall perform regional economic impact analyses of the proposed action and its alternatives using accepted analysis techniques. Socioeconomic setting data will be gathered from existing sources. The socioeconomic analyses should examine the effects of the proposed action and its alternatives on the availability of local housing and on the ability of the affected, local infrastructure (i.e., traffic, school, hospitals, municipal services, etc.) to accommodate any increased demands to be potentially placed upon them.
- 6.2.5 Cultural Resources. In implementing as part of this EIS process the Advisory Council on Historic Preservation's regulations entitled, Protection of Historic Properties, and found at 36 CFR Part 800, the Contractor shall review current historic property documents provided by the Government and the regulatory/cooperating agencies. The Contractor shall also request documents from the State Historic Preservation Officer and relevant academic and local area sources. Relevant information from these documents must be included in the cultural resource sections of the PDEIS. These documents can include local or regional histories, archeological surveys, historic architectural inventories, cultural resource management plans, agreements, etc. All maps of any cultural resource sites that will be included in the EIS will be provided by the Contractor at a scale such that specific sites cannot be easily found and the resources thereby protected.
- 6.2.6 Wetlands. For the purpose of implementing and documenting the requirements of the Executive Order on Wetland Protection within this SOW, the Contractor shall use existing information and data from traditional sources such as the U S Fish and Wildlife Service, U S Army Corps of Engineers, and State water resource agencies. Based upon information provided, maps and other descriptive information will be adapted by the Contractor and included in the PDEIS in order to support the analysis of the

extent, amount and importance of any wetlands to be impacted by the proposed action and its alternatives.

- 6.2.7 **Threatened Endangered Species.** For the purpose of implementing and documenting the consultation procedures under Section 7 of the Endangered Species Act, the Contractor shall formally coordinate with the U S Fish and Wildlife Service (USFWS) and the National Marine Fisheries Service, when appropriate, to determine possible impacts to (i) any threatened or endangered species that are either so listed or proposed (ii) candidate species, and (iii) listed or proposed critical habitat. Coordination with the USFWS, NMFS, and the State game and fish management agencies, as appropriate, will be documented. Potential impacts to State listed species must also be addressed in the PDEIS. The PDEIS should identify all petitioned and listed T&E species and critical habitats.
- 6.2.8 **Environmental Justice.** The Contractor shall obtain information on the presence of Indian Tribes, other minority populations and low income populations in the project area as part of the regional economic analyses. If initial studies indicate that a target population(s) is located within a geographic area to be impacted by the proposed action or its alternatives, per the previously referenced guidance on implementing Executive Order 12898, specific proactive steps must be implemented in order to include the identified target population(s) in the public participation plan. As described in Executive Order 12898, the potential or absence of effects of the proposed action and its alternatives on minority and low income target populations will be specifically addressed in the Environmental Consequences section of the PDEIS.
- 6.2.9 **Existing Environmental Pollution, Hazards and Other Health and Safety Risks.** The Contractor shall obtain information from the Environmental Protection Agency or equivalent State agencies regarding any existing hazardous conditions at the site of the proposed action and its alternatives that may pose health and safety risks to future construction workers, employees, occupants, or visitors. Hazardous materials and hazardous waste and all associated direct, indirect, and cumulative impacts need to be addressed. The Contractor shall perform any required risk calculations/dose calculation necessary in support of alternatives evaluation. These calculations will require the Contractor to be familiar with CERCLA, RCRA and CEQA requirements.



- 6.2.10 Floodplains. For the purpose of implementing and documenting the requirements of the Executive on Floodplain Management within this SOW, the Contractor shall use existing information and data from the Federal Emergency Management Administration with alternative sources being the U S Army Corps of Engineers, State water resources agency, or a region specific agency with special expertise. Based upon the information provided, maps and other descriptive information will be adapted by the Contractor and included in the PDEIS to support the analysis of the extent, amount, and importance of any floodplains to be impacted by the proposed action and its alternatives. The PDEIS should identify any alternative that is within a 50 year or 100 year floodplain. The PDEIS should describe all waters of the U.S. that could be affected by the project alternatives. The discussion should include acres, habitat types, values and functions of the water.
- 6.2.11 Noise and Light. Existing data will be reviewed as well as literature examined to evaluate the potential noise and light impacts of the proposed action and its alternatives. The Government will provide relevant data, if available, from similar operating facilities. The Contractor shall address the projected changes of noise and light levels that will be generated by the proposed action and its alternatives, especially with respect to any sensitive receptors.
- 6.2.12 Mitigation. During the course of performing the analyses and evaluations required to complete the EIS, the Contractor shall provide DOE with a Mitigation Plan. The contractor shall provide to the Government appropriate measures that would avoid or mitigate any adverse impacts which might be identified. The PDEIS should evaluate measures to reduce construction emissions of criterion air pollutants and hazardous air pollutants. Hazardous waste mitigation and pollution prevention techniques need to be considered and evaluated.
- 6.2.13 Air Quality. The PDEIS shall provide a detailed discussion on ambient air conditions, (baseline or existing), National Ambient Air Quality Standards (NAAQS), criteria pollutant non attainment areas, and potential air quality impacts of the project alternatives.
- 6.2.14 Water Resources. The PDEIS should estimate the quantity of water that each alternative will generate. The PDEIS should describe the source of this water and potential effects on other water users and natural resources. If groundwater is used, the PDEIS should clearly depict reasonably foreseeable direct,

indirect and cumulative impacts to the resources. Specifically, the potentially affected groundwater basin should be identified and any potential for subsidence and impacts to springs or other open water bodies and biological resources should be analyzed.

- 6.2.15 **Project Water Discharges.** The PDEIS should address any potential affects of discharges to surface water and its quality. The specific discharges should be identified and potential effects of discharges on designated beneficial uses of affected waters should be analyzed. If alternatives evaluate a zero discharge facility, the PDEIS should disclose the amount of process water that would be disposed of on-site and explain containment methods. If any types of evaporation ponds are part of alternatives they need to be evaluated for potential environmental affects, such as runoff.
- 6.2.16 **Drinking Water Supplies.** The PDEIS should provide information on potentially affected drinking water systems as well as the magnitude of cumulative impacts. Both public and private water systems need to be included in the evaluation.
- 6.2.17 **Invasive Species.** Executive Order 13112, Invasive Species (February 3, 1999), need to be factored into the alternative evaluations. The PDEIS should discuss methods to minimize the economic, ecological and human health impacts from invasive species. Mitigation methods should be evaluated that consider introduction of native plant species as part of the alternatives.
- 6.2.18 **Cumulative Impacts.** The PDEIS should describe the impacts on the environment which results from the incremental impact of the action when added to other past, present and reasonably foreseeable future actions. Per the Council on Environmental Quality (CEQ), the cumulative impacts should provide the magnitude of the impacts of the alternatives by analyzing these impacts. The analysis should consider air, groundwater, hydrology, soils, biological resources, and cultural resources. For each resource analyzed, the PDEIS should:
- Identify the current condition of the resource as a measure of past impacts. For example, the percentage of species habitat lost. In addition, a baseline needs to be identified and defended.
  - Identify the trend in the condition of the resource as a measure of present impacts. For example, the health of the resourced is improving, declining or is static.

- Identify all other ongoing, planned, and reasonably foreseeable projects in the study area that may contribute to cumulative impacts.
- Identify the future condition of the resource based on the analysis of the cumulative impacts of reasonably foreseeable project alternatives.
- Assess the cumulative impacts contribution to the long-term health of the resource and measure projected impacts.
- Disclose how these impacts could be mitigated.
- Include opportunities to avoid such impacts.

6.2.19 Maps. The Contractor shall obtain and/or adapt appropriate existing land use maps for inclusion in the PDEIS showing the location of study area boundaries and environmentally sensitive areas that may be affected by the proposed action and its alternatives. These maps shall include, but not be limited to, wetlands, cultural resource sites, endangered/threatened species habitat (State and Federal), floodplains and waterways, important farmlands, severely eroded sites, and any sensitive natural areas. Maps shall be adapted to assure that a balanced or equivalent presentation of information is shown throughout the document for each resource area. A map(s) displaying the regional and site locations of the proposed action and its alternatives must also be included in the PDEIS.

## 7.0 SCHEDULE

7.1 The Contractor shall develop a detailed schedule, based upon the following milestones within 10 days of the notice to proceed (NTP) under this delivery order. The schedule will be submitted to the Government for approval. Elapsed days will be measured in calendar days from date of the NTP. At a minimum, specific milestones will include:

1. Notice to Proceed
2. Kickoff Meeting
3. Public Involvement Plan
4. Gap Analyses
5. Project Work Plan ( H&S Plan, S&A Plan, QA Plan)
6. Public Scoping Meeting(s)
7. Scoping Report
8. Draft Description of Proposed Action and Alternatives
9. Description of Proposed Action and Alternatives
10. Preliminary Draft EIS (Submittal No 1)
11. PDEIS Progress Review Meeting
12. Preliminary Draft EIS (Submittal No 2)

13. Draft Notice of Availability for Draft EIS
14. Electronic Copy of Draft EIS
15. File Draft EIS
16. Public Meeting(s) for Draft EIS
17. Draft Responses to Comments on Draft EIS
18. Progress Review Meeting to Finalize Responses to the DEIS
19. Preliminary Final EIS
20. Draft Notice of Availability for Final EIS
21. Electronic Copy of Final EIS
22. File Final EIS
23. Response to FEIS Comments
24. Draft ROD
25. EIS Administrative Record

- 7.2 Should implementation of a subsequent phase be delayed, or document review times by the Government take longer than expected, the entire schedule of events may be shifted or extended. The Contractor will be advised as soon as possible upon any delay or change in review time.
- 7.3 The submission of the EIS Administrative Record (Section J – Attachment B Deliverable #21) shall be no later than November 30, 2010. Submission of the final monthly progress report (Section J – Attachment B Deliverable #22) and final task order administrative actions (i.e. final invoice, etc.) shall take place by December 31, 2010.

## **8.0 DELIVERABLES**

- 8.1 Deliverables will be submitted in accordance with Section J, Attachment B.

## **9.0 AVAILABLE HISTORICAL DOCUMENTS**

- 9.1 All applicable documents that the Government have in its possession will be available on the ETEC web site no later than 20 days after award of the task order. These documents include, but are not limited to:
  - Currently available appropriate maps and aerial photographs. The Contractor shall be responsible for editing and reformatting these maps, as appropriate, for incorporation into the PDEIS and PFEIS documents.
  - The Contractor shall be responsible for evaluating all historical data that has been provided and the Contractor shall be responsible for verifying this data in development of the EIS detailed analysis of

alternatives. The Contractor shall evaluate this data when developing the Gap Analysis.

- Any additional studies, reports, or documents that are located following NTP will be provided by the Government to the Contractor.

## **10.0 DOCUMENT FOCUS**

The Contractor shall document the affected baseline and conduct appropriate impact analyses in such a manner as to:

- Sharply focus the document on relevant issues. Do not include repetitious statements.
- Extraneous data shall not be included in the document.
- Clearly support the analysis with baseline data. Conclusionary statements in the consequences section without basis in the affected environment section are unacceptable.
- Fully describe the proposed action and alternatives sufficient for a NEPA analysis.
- Follow all prescribed NEPA procedures, in compliance with laws, regulations and published policies.

## **11.0 MISCELLANEOUS REQUIREMENTS:**

- 11.1 Labor, Equipment, Materials. The Contractor shall furnish all labor, materials, plant equipment, and transportation to perform the work and services described above. All documents, maps, photos, graphics, mailing lists, etc, shall become Federal property upon acceptance.
- 11.2 Release of Data. All data, reports, and materials contained or developed in this project shall not be released without written approval of the Government.
- 11.3 Meeting Memoranda. The Contractor shall furnish the Government a memorandum of each meeting held, summarizing any agreements or decisions reached. All memoranda shall be provided within five (5) work days of the meeting